

MINUTES
CITY PLAN COMMISSION

City Plan Commission, Tuesday, March 27, 2012 at 4:00 P.M. in the Third Floor conference room at City Hall, 828 Center Avenue. Chairperson Mayor Terry Van Akkeren presided.

Present: Mayor Terry Van Akkeren, Todd Wolf, John Van Der Male, Ald. Kevin Sampson, Jerry Jones, and Ryan Sazama

Excused: Don Cvetan

Staff present: Steve Sokolowski and Chad Pelishek

Others: Craig McGrew, Derek McGrew, Gayle and Cletus Plate, Pamela Greger, Jodie Zajkowski, Randy and Jayne Ries, Ray Haen, Ingrid Wenninger, Jerry Wenninger, Shelly Gosse, Xay Toua Lee, Jennifer Lehrke

The meeting was called to order and the Pledge of Allegiance was recited.

Approval of minutes of March 13, 2012 meeting.

John Van Der Male moved, Todd Wolf seconded to approve the minutes of the March 13, 2012 meeting. The motion passed unanimously.

Conditional Use Permit application by Derek McGrew, Agent for T-Mobile, to install additional wireless antennas and equipment at 1314 N. 43rd Street (Lakeland Auto).

Verizon Wireless is proposing to install new antennas and equipment on the tower facility/property located at 1314 N. 43rd Street (northwest corner of the Lakeland Auto property). The applicant is proposing to install six (6) new antennas, six (6) lines of coax cable and mechanical equipment. The purpose of this proposal is to expand T-Mobile wireless coverage and advanced technology including 3G and LTE which will greatly increase data speeds within this west area of Sheboygan and along I-43.

Ald. Kevin Sampson moved, Ryan Sazama seconded to approve the Conditional Use Permit subject to the following conditions:

1. Antennas and related telecommunications equipment shall have a non-reflective surface and a neutral color that is the same or similar color as the supporting structure to be as visually unobtrusive as possible.
2. Applicant shall obtain all necessary permits required to install the antennas and related telecommunications equipment (including but not limited to building, electrical, HVAC, plumbing, etc.).
3. Antennas shall be designed and installed to meet all applicable governmental and industry safety standards (FCC, FAA, etc.).

The motion passed unanimously.

Conditional Use Permit Application by Sheboygan Jaycees and Jodie Zajkowski to operate Sheboygan Jaycees Dominion of Terror (Haunted Attraction) located at 2024 N. 15th Street.

Jodie Zajkowski, Pamela Greger and Xay Toua Lee were present to discuss this matter. The Jaycee's are proposing to utilize the second floor of the RCS owned facility as they have since 2005. Ms. Zajkowski stated the hours of operation will be 7:00pm to 10:00pm at the end of April, September and throughout October. The Jaycee's will provide security, fire and medical staff. Off-street parking will take place in the gravel parking lot just north of the building, on the grass around the old carwash, in the RCS lot just north of the carwash, and the grass to the south of the RCS plant.

Xay Toua Lee stated he was a neighbor and did not have an issue with the proposal.

Ryan Sazama moved, Todd Wolff seconded to approve the Conditional Use Permit Application subject to the following conditions:

1. Prior to constructing the haunted house, a design of the haunted house layout shall be submitted to and approved by the building and fire departments. Applicant shall meet all building/fire code requirements prior to operation (the construction shall meet all the Special Amusement occupancy requirements).
2. A walk through by the building and fire department shall take place a minimum of 48 hours prior to opening to public.
3. No haunted house activities shall take place outside of the facility after 10:30pm.

The motion passed unanimously.

Conditional Use Permit and variance application by John Gosse of Lakeshore HVAC & Solar Co., Inc. to remodel the exterior to existing facility, to reconstruct the northwest corner of the facility and to construct a private residential shed on the property located at 1146 Union Ave.

Jennifer Lehrke, John and Shelly Gosse and Jerry and Ingrid Wenninger were present to discuss this matter.

Mr. Gosse is proposing to remodel the exterior to existing facility, to reconstruct the northwest corner of the facility and to construct a private residential shed on the property located at 1146 Union Ave. Applicant is proposing a significant store front remodel.

Applicant is requesting a variance to construct a shed on an existing foundation with a sideyard setback of two (2) feet - Minimum sideyard setback for an accessory building is three (3) feet.

John Van Der Male moved, Jerry Jones seconded to approve the Conditional Use Permit and Variance application subject to the following conditions:

1. The applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, etc.
2. If using a dumpster, the dumpster shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatting (PDS) material in order to effectively screen the dumpster.
3. Outdoor storage of materials, products or equipment shall be prohibited
4. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. Applicant shall obtain the necessary sign permit prior to installation.

The following variances were granted:

1. Construct a shed on an existing foundation with a sideyard setback of two (2) feet - Minimum sideyard setback for an accessory building is three (3) feet.

The motion passed unanimously.

Site Plan application by Jandy Properties, LLC to operate Jams, Jellies and More from 1106/1110/1112 Michigan Avenue.

Jane and Randy Ries were present to discuss this matter. Mr. and Mrs. Ries stated the 1st floor of 1110/1112 Michigan Avenue would be used as a commercial kitchen for primary use of Jams, Jellies and More product processing. Approximately 2/3 of main area would be designated for commercial kitchen. Other 1/3 area would be walled off area for finished product storage. One side room in this area would be for raw material storage. One side room would be designated as office area. Space designated for Jam, Jellies and More retail jam/jelly sales. 1106 Michigan Avenue would likely be leased space for other future tenants.

Gayle and Cletus Plate stated they were owned the duplex that is to the east and stated they were concerned for their tenants with regards to noise, traffic, hours of operation.

Ald. Kevin Sampson moved, Todd Wolf seconded to approve the Site Plan application subject to the following conditions:

1. Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, etc.
2. Applicant shall obtain all necessary licenses/permits to operate including but not limited to the City of Sheboygan, Sheboygan County Health, State of Wisconsin, etc.
3. Dumpster shall be screened and enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatting (PDS) material in order to effectively

screen and enclose the dumpster. Dumpster shall be constructed prior to occupancy.

4. Outdoor storage of materials, products or equipment shall be prohibited.
5. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.).
6. All areas used for parking or maneuvering of vehicles shall be paved. Applicant/Owner shall submit a plan to the City of Sheboygan Department of City Development detailing the proposed parking lot (site plan showing location of parking area, paving setbacks, etc.). Applicant/owner shall pave the rear parking lot by **June 28, 2013**.
7. Prior to paving the parking lot, the applicant/owner shall submit a proposed storm drainage plan for City Engineering approval. Applicant shall also obtain the required building permits.
8. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping by no later than **August 2, 2013**.
9. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
10. Applicant shall obtain sign permits prior to the installation of any new signage at the site.
11. In no instance shall the proposed use create a nuisance for neighboring properties (noise, smells, garbage, etc.). If any issues arise, the Plan Commission may again review the site plan permit.
12. If there are any amendments to the approved site plan, the applicant will be required to submit a new site plan and/or conditional use application reflecting those amendments.

The motion passed unanimously.

Site Plan Review application by Rehabilitation Center of Sheboygan (RCS) to construct a parking lot addition on their off-site parking lot on the north side of Geele Avenue (parcel # 601930).

Ray Haen was present to discuss this matter.

In March of 2011, the Plan Commission approved a conditional use permit by Rehabilitation Center of Sheboygan (RCS) to construct a new office facility at 1607 Geele Avenue. During that hearing, RCS requested and received a variance to the parking requirements.

RCS is requesting site plan approval for a parking lot addition they constructed on the north side of Geele Avenue because they were in need of additional parking. 18 new parking spaces and a portion of drive lane have been constructed on the east side of the existing parking lot. The parking lot is 4,500sf (25 x 180). The parking lot was constructed prior to receiving approval and RCS is now requesting the Plan Commission approve the project.

Ryan Sazama moved, Jerry Jones seconded to approve the Site Plan application subject to the following conditions:

1. The applicant shall obtain all necessary permits for this parking lot construction project.
2. Departments shall add all penalty fees for completing work prior to obtaining the necessary approvals to do so (double permit fees). All permits shall be obtained no later than **April 27, 2012**.
3. Applicant shall work with the City Engineering Department to submit a storm drainage plan.
4. Submittal and approval of a landscape plan.
5. Outdoor storage of materials, products or equipment shall be prohibited in these parking spaces.
6. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
7. All areas used for parking or maneuvering of vehicles shall be paved.
8. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.

The motion passed unanimously.

Gen. Ord. No. 80-11-12 amending various sections of the City of Sheboygan Zoning Ordinance so as to provide for regulation of Donation Drop-off boxes.

Todd Wolf moved, John Van Der Male seconded to hold the document for re-write with the new council. The motion passed unanimously.

Gen. Ord. No. 82-11-12 and R.O. No. 405-11-12 vacating the unimproved land north of 1913 Elm Ave.

Ryan Sazama moved, Todd Wolf seconded to hold the document. The motion passed unanimously.

Being no further business, Jerry Jones moved, Ald. Kevin Sampson seconded to adjourn the meeting at 4:45 p.m. Motion carried.

Kristin Reichart
Recording Secretary